

## **BOARD OF SELECTMEN**

### **Minutes of May 27, 2008**

Clerk Gandt called the meeting to order at 7:30PM. Board members present in addition to Clerk Gandt, were Boyd Jackson, Martha Morrison and Nancy Luther. Of the Selectmen's staff, Town Administrator Virginia Wilder, and Board Secretary Donna Rich, were in attendance. Other persons present were Evelyn Hammond of the Topsfield Cable, Faye Raynard of the Village Reporter, Brendan Lewis of the Tri-Town Transcript, Joe Geller, Chair Rail Trail and Roy Baessler.

**Announcements:** Selectmen Gandt announced Open Garden Day will be on June 13, 2008 beginning at 10AM – 4PM. The addresses of those gardens that will be available to visit in Topsfield and Boxford were read.

**Selectmen Minutes:** Selectman Jackson made a motion to accept the minutes as written of April 28, 2008; seconded by Selectman Gandt; so voted 2-0-2. Selectmen Morrison and Luther abstained. Selectman Gandt motioned to accept the minutes as written of May 6, 2008, so voted: 1-0-3, Selectmen Morrison, Luther and Jackson abstained. Selectman Morrison made a motion to accept the minutes as written of May 12, 2008; seconded by Selectman Luther; so voted 3-0-1. Selectman Jackson abstained.

## **GENERAL BUISINESS**

### **Old Business**

#### **New Board Organization:**

**Chairman:** Selectman Luther made a motion to nominate Boyd Jackson as Chairman, seconded by Selectman Morrison; so voted 2-0-2. Selectman Jackson and Gandt abstained.

**Clerk:** Selectman Morrison made a motion to nominate Dick Gandt, seconded by Selectman Jackson; so voted: 3-0-1. Selectman Gandt abstained.

**Schedule:** Selectman Morrison made a motion to accept the May 2008-May 2009 Board of Selectmen's Meeting schedule as presented, seconded by Selectman Gandt; so voted: 4-0.

**Liaison:** Selectman Morrison made a motion to accept the Board of Selectmen's Liaison Assignments as presented, seconded by Selectman Luther; so voted: 4-0. It was noted that once a fifth member is elected there would be movement of assignments.

**Appointments:** Selectman Gandt read the openings on the various Committee/Boards/Commissions. Selectman Morrison suggested the openings be placed on the Town web page under Volunteer/Job Openings. Ms. Wilder explained the next step is for the potential appointees to be contacted to verify their willingness to accept reappointment.

**Board of Selectman Vacancy:** The BOS agreed to fill the vacant selectman's position through a special vote rather than wait until the Town's next regular election to fill the position. Selectman Gandt made a motion to first petition the Governor to file legislation on behalf of the Town to allow the Town to include the election of a selectman on the November 4, 2008 State Election ballot, and furthermore to concurrently review the timeline for a Special Town Election to be held in late September should the legislature fail to act by July 7, 2008, seconded by Selectman Morrison; so voted 4-0. Ms. Wilder will obtain from the Town Clerk a timeline related to both options.

## **APPOINTMENT:**

**8:19PM – North Shore Tour de Cure:** Pamela Schmuhl of the American Diabetes Association approached the Board to seek approval for a bicycle event on June 8, 2008. Selectman Gandt made a motion to approve the North Shore Tour de Cure event to utilize Route 97 from Wenham on to Washington Street past Masconomet High School on June 8, 2008 between the hours of 9AM – 1PM, seconded by Selectman Morrison; so voted 4-0. Both Chief Haglund and Chief Giovannacci have approved of the event.

## **GENERAL BUISINESS**

### **Old Business**

#### **CORI Officers:**

Selectman Morrison explained there is a required 2 hour training (10AM-12PM) and is being held on June 5, 10 and 17, 2008 in Chelsea, MA. Selectmen are expected to sign up for a training session, and sign a disclosure form which needs to be filed with the CORI Office.

#### **NIMS Certification**

There was a discussion about the FEMA training that each selectman is required to complete as part of the Town's NIMS Certification.

### **New Business**

**Federal HOME Funds:** Selectman Gandt agreed to investigate how the Town has utilized these funds in the past.

**Payroll Authorization:** Selectman Gandt made a motion to authorize those individuals named on the form prepared by the Town Accountant as having permission to sign payroll and/or bill schedules for departments as listed on the form, second by Selectman Luther, so voted: 4-0.

**Designer Services for Town Hall Roof Repair:** Selectman Gandt made a motion to approve the contract with Russo Barr Associates, Inc of Burlington MA to prepare construction documents for the Town Hall Roof Repair Project in an amount not to exceed \$4,700 and to authorize the Chairman to sign on behalf of the Board, seconded by Selectman Jackson; so voted: 4-0.

### **Town Administrator's Report:**

Please see attached report.

## **Correspondence & Reports**

### **Correspondence**

- Letter from Conservation Commission to Mr. & Mrs. Younan of 33 Coppermine Road related to the Enforcement Order on pumping water which effects 38 Coppermine Road.
- Main South Alliance for Public Safety has sent information regarding their disapproval of a current effort to introduce a state wide ballot initiative, Sensible Marijuana Policy, to decriminalize possession of small amounts of marijuana.
- Municipal Elections for Boston Region Metropolitan Planning Organization was discussed. Selectman Morrison made a motion to have Ms. Wilder, in place of an elected official, cast a vote on behalf of Topsfield at the meeting she is attending tomorrow, Selectman Luther seconded; so voted: 4-0.
- Rail Trail letter with maps send to two abutters in response to their request for such at a Rail Trail meeting.

### **Reports**

- Web Site Committee submitted Minutes of February 27, 2008.

- Board of Assessors submitted Minutes of April 28, 2008.
- Rail Trail Committee submitted Minutes of January 21, 2008.
- North Shore Regional Vocational School District submitted an agenda for May 8, 2008 and minutes of March 13, 2008.
- MBTA's submitted an agenda of May 29, 2008, minutes of March 18, 2008 and their Transfer Request.

Invitation

- The Essex National Heritage Commission has sent an invitation to attend its June 10, 2008 meeting that begins at 8:30AM. This is the Commission's semi-annual meeting and the commissioners will be announcing the recipients of their 2008 Partnership Grants.

**Warrants:** The Selectmen signed and approved warrants in the amount of **\$1,532,397.79**. The breakdown is as follows:

Warrant #FY08:	
095T	\$ 71,575.12
096	\$1,460,822.67

At 9:02 PM, Chairman Jackson entertained a motion to adjourn, Selectman Luther seconded the motion, vote: 4-0.

Respectfully submitted,

Donna Rich, Secretary  
Selectmen's Office

*Approved as written at the June 9, 2008 Board of Selectmen's meeting.*